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Noted

PIC/TDB/M-2/59

TECHNICAL DEVELOPMENT BOARD

Second Meeting

29 October 1959

MINUTES

PRESENT:

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A notification from the Executive Officer correcting the minutes of the first meeting of the Board was read by the Chairman. A correction to the official minutes will be prepared by the Secretary and distributed to all members.

1. Detailed review of budget for research and development and equipment procurement.

a. Copies of a detailed budget summary of FY 1960 funds for research and development and equipment procurement were distributed to each member of the Board. Following a short review of the items included in the budget, a general discussion was held on the budget process and the background of the development of the budget estimates. [] explained that the budget is a planning instrument and that it is possible to shift funds to meet current needs.

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b. [] recommended that equipment procurement costing \$200 or more be referred to the Board for their recommendation. In addition he requested that a semi-annual report be made to the Board on the expenditure of funds for supply items.

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2. Report on Minicard maintenance program.

a. [] presented a report on the Minicard equipment program including the historical background involved in its procurement and the plans for contracting for its maintenance. Current plans call for a maintenance contract for \$56,000 with [] for the period 2 November 1959 to 30 June 1960. Included in the contract is the provision for [] technicians working full time in the Minicard section to maintain the equipment.

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b. [] stated that of the \$100,000 budgeted for the Minicard maintenance contract, \$56,000 would be required for the actual maintenance contract and the remaining funds would be required for spare parts for the equipment. [] described the plan for establishing a Minicard spare

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parts pool with the Air Force and OER. Details of Minicard maintenance contract proposals are listed on the attached chart. [] stated that the requirements for spare parts should be prepared for submission to the Board for its recommendation. [] suggested that a report on the Minicard system be presented to the Board at a future meeting.

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3. Announcement of pending contract actions:

a. Design study for PI Cell

Postponed until after the formal meeting of the Board.

b. Computer programming

[] presented a report on the current contract with [] for computer programming. This contract, which was negotiated through DDP/DDP was negotiated with [] as part of the KM procurement program. []

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[] This contract is about to expire and because of the necessity for retaining the services of the computer programmers involved in this contract, it is urgently required to negotiate a new computer programming contract. [] recommended

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that the new contract be negotiated directly with [] [] then explained the type of programming that has been done to date and the equipment involved in the program.

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c. Minicard (P-2) Camera

Postponed until future meeting.

4. Preliminary discussion on space problems:

Discussion on the space required for present and new equipment was postponed until the next meeting of the Board.

5. Suggested agenda items for next meeting:

a. Discussion of space required for present and new equipment.

b. Next meeting scheduled for 0900, Thursday, 5 November 1959.

Meeting adjourned at 10:10 am.

NOTE: Following the meeting of the Board a two hour presentation was made by [] on the background and development of the PI Cell concept.

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Secretary
Technical Development Board

Distribution: []

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Info Cys: []

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**MINICARD
MAINTENANCE CONTRACT**

1957 Proposal Consisted of:

- 1. Routine maintenance and repair
- 2. Engineering Services and operator training
- 3. Engineering services for systems analysis and evaluation
- 4. Major repairs

1959 Proposal Consists of:

- 1. Two (2) "in-house" engineers for routine maintenance, repairs and engineering services.
- 2. Five (5) engineers on bi-monthly preventive maintenance.
- 3. Sharing cost (1/3) of a supervisor of maintenance engineering
- 4. Estimated special maintenance

NOTE: Spare parts on shared basis.

<u>6 MONTHS</u>		<u>ANNUAL</u>
<u>ITEMIZED</u>	<u>TOTAL</u>	

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